

**FREMONT BOARD OF SELECTMEN****08 MAY 2008****APPROVED 05/15/2008**

The Board's meeting was called to order at 6:20 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes and Donald Gates Jr; and Town Administrator Heidi Carlson.

At 6:20 pm Gerry and Theresa Fuller came into the meeting. The Fullers were present to discuss a tax hardship matter in accord with NH RSA 91-A 3 II (c). Motion was made by Gates to enter non-public session pursuant to NH RSA 91-A 3 II (c). Cordes seconded and the vote was unanimously approved.

At 6:45 pm motion was made by Gates and seconded by Cordes to return to public session. The vote was unanimously approved. Cordes then moved to seal the minutes of Session I indefinitely given the nature of the discussion about financial hardship matters. Gates seconded and the vote was unanimously approved.

For the public record, it was stated that the Board is working with the Fullers on tax payments.

At 6:45 pm Police Chief Neal Janvrin and new officer candidate Scott Cole; and resident Diane Rossi came into the meeting.

Selectmen took up the matter of Chief Janvrin introducing the newest part-time officer hire, Scott Cole, who resides in Raymond. Cole talked briefly about himself and his desire to work for the Fremont Police Department. He begins training this Sunday and will go to the next part-time academy.

Selectmen asked Janvrin to invite them to an upcoming departmental meeting so they could check in with members.

With no further business, Cole and Janvrin left the meeting at 6:50 pm.

Diane Rossi then came up to the table. At 6:52 pm motion was made by Gates to enter non-public session pursuant to NH RSA 91-A 3 II (c) to discuss a tax hardship matter with Mrs Rossi. Cordes seconded and the vote was unanimously approved.

At 7:08 pm motion was made by Gates to return to public session. Cordes seconded and the vote was unanimously approved. Cordes then moved to seal the minutes of Session II indefinitely given the nature of the discussion about financial hardship matters. Gates seconded and the vote was unanimously approved.

For the public record, it was stated that the Board is working with the Rossi's on tax payments.

There were no other Department Heads present this evening.

**OLD BUSINESS**

1. Selectmen reviewed the minutes for 01 May 2008. There were no changes, but the Board did indicate that they had asked for Brett Hunter to be invited to the meeting on May 15<sup>th</sup>. It was also noted that Cindi McRae's daughter Danielle was with Cindi at the meeting last week. A motion was made by Gates to approve the minutes as written for 01 May 2008, the public portion. Cordes seconded and the vote was unanimously approved. Cordes then voted to approve the non-public minutes for that evening as well. Gates seconded and the vote was approved.

2. Selectmen again reviewed the final barn discretionary easement worksheet that will be used at the site visit on Monday evening. The terms of the easement still need to be determined, and language needs to

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be added that covers what will happen at the time of a revaluation. Selectmen will meet at the McRae property at 7:00 pm on Monday May 12, 2008.

3. Selectmen discussed the Emergency Management Director position in response to it having come up at the Fire Rescue Officer's meeting last week. The Board does not want to post it until there is a new (full) board seated. They discussed the submission of letters of interest and added that the submissions should include the interested candidates writing a proposal about what they think the town needs for emergency management services; evaluation of the current emergency management needs and a proposal as to how to solve those needs.

4. Selectmen reviewed the 2006 Comcast Ascertainment Study to decide if it is worth having it scanned for the website. Given the data being old, the Board did not feel this it worthwhile. They did however, want to get the Master Plan scanned for inclusion on the site, knowing it is currently being updated and would need to be removed once a new version is completed.

5. Selectmen reviewed the hardship assistance application form and cover letter. It was approved for use in the office.

6. Selectmen discussed the cable contract and follow-up information received from Attorney Epstein. The Board decided that they would go ahead and have the Attorney take a recent NH draft contract and add to it the items specific to Fremont. Attorney Epstein indicated that he had done a December 2007 contract between Amherst NH and Comcast and could easily use that template and the list of Fremont items and come up with a contract in a few hours.

**NEW BUSINESS**

1. Selectmen reviewed the accounts payable manifest dated for 09 May 2008 in the amount of \$212,196.21. Motion was made to approve it by Gates. Cordes seconded and the vote was unanimously approved.

2. Selectmen discussed follow-up information from the Conservation Commission regarding the format and wording of the easement for the Anderson property. The Board discussed voting to approve the easement verbiage as discussed, contingent on the document being reviewed for legality and content. They had no problem with the Anderson's proposed wording regarding "an Executory interest to the Town of Fremont acting by and through the Conservation Commission." The Board would like to review the document, but plans to execute it once completed and reviewed.

3. Selectmen reviewed the folder of incoming correspondence.

4. Selectmen reviewed an estimate from The Greenskeeper for two grub services at the Town's ballfields. The Board discussed this and felt that both should be done, one would be recommended within the next 10 days; and the second in early June. The normal fertilizer order will be placed through Tom Rowell as it has in years past. Carlson will contact Jon Benson and Dick Rand about this work.

5. Selectmen reviewed the 2008 Wage and Salary questionnaire that has been completed by Carlson using the Town's voted 2008 wage and benefit information. The survey was signed by Cordes as the reviewing party.

6. Selectmen reviewed a Current Use application for Cecelia Hart for 10 acres of parcel 03-186 located at 91 Sandown Road. The application has been reviewed and found to be in order by the Town's Assessor.

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With all in order, Gates moved to approve the application for Current Use on parcel 03-186. Cordes seconded and the vote was unanimously approved.

7. Low light shooting training will take place by the Fremont Police Department at the range on Danville Road Wednesday May 21, 2008 from 6:00 to 9:00 pm. Chief Janvrin indicates the neighbors have all been notified. This message is also on the Town's web page.

8. Selectmen discussed having a workshop to address some big projects this year, including implementation of SB 2, and creation of the Town's Personnel Policy.

Ideas were discussed and generated about the Personnel Policy as follows:

Carryover of vacation – capping it at the end of this year so that what was earned annually had to be taken annually and no further amounts would be carried over beyond one to three weeks. Gates said that the State's policy and the policy Cordes is familiar with only allowed one week annually to carry forward.

There was discussion of a Points-type compensation system being created to initiate volunteerism for such positions as the Land Use boards, the Budget Committee. They would like the Planning Board and Zoning Board to make this an agenda item at a meeting this season so that the Board can be more prepared to make this a budget item in 2009. They discussed tailoring such a program after the Fire Rescue Department points plan, and suggested that a set pool of money be set aside, with an extra stipend for the Chair and Vice Chair of the different committees, who have additional responsibilities.

Selectmen discussed the delicate balance of the needs of the employees with those of the taxpayers.

The Wage Study prepared for 2008 by the NH Local Government Center has been reviewed by Board members, and Carlson had accumulated some of the financial data for the study to put it in perspective as compared to current wages and the newly proposed wage schedule. LCG's methodology has changed from a 20 Grade 10 Step plan to a 16 Grade 20 Step plan.

There are two positions in particular that when placed in the new LGC recommended location, are at a lower wage rate than the position currently makes. This includes the full-time highway department position and the buildings and grounds maintenance position. Selectmen thought the job descriptions should be reviewed to be sure they included all of the duties and any autonomy held by either position.

It was found in review that there were no huge glaring deficiencies in the Town's current wage schedule and there is a decision to be made on what step each position is put into, considering the current wage rate and years of experience of the person in the position. The LGC study only gives each position a grade, and the step is determined by looking at current statistics and wages.

The Board asked Carlson to follow-up with LGC on these positions and the job descriptions, and to feed some additional data into the matrix, such as the LGC presented material on the average high and low wages for each of the positions studied, to see how it compares to the actual current wage in Fremont. The chart now spans 2007 through 2009 as there have been wage changes since the 2008 Town Meeting and with incremental step increases due to performance evaluations since last fall.

The Board also asked Carlson to take the current wage information (from the 2008 budget) as compared to the initial findings for 2009 (which are solely estimates at this point); to see what the overall tax impact would be throughout the Town's roster of employees.

The study will continue to be a work session item for the Board.

**NEXT WEEK**

The Board will meet at 7:00 pm on Monday May 12, 2008 at the McRae property, 245 Beede Hill Road for review of the barn premise.

The next regular Board meeting will be held on Thursday May 15, 2008 at 6:00 pm.

With no further business to come before the Board, motion was made by Gates and seconded by Cordes to adjourn the meeting at 9:35 pm. The vote was unanimously approved.

Respectfully submitted,

Heidi Carlson  
Town Administrator